

# Nebraska Department of Labor

**Unemployment Insurance** 

# **UIConnect**

Tax filing and paying has never been easier

dol.nebraska.gov/UIConnect



Enter your Unemployment Insurance employer account number (10 digits).

Enter your password that you have created or call 402.471.9898 to obtain password information.

Then, click on "Login" to access your account.

#### Official Nebraska Government Website



NDOL HOME

**WORKER SERVICES** EMPLOYER SERVICES

> SIDES E-RESPONSE **EMPLOYER GUIDE** OVERVIEW **FTP FILE SPECS** TAX FORMS REPORT CHANGES **ONLINE TUTORIAL** LINKS

> > CONTACT US FAQ







#### Welcome to UlConnect

UICONNECT is your link to Nebraska Unemployment Insurance (UI) Programs. This website provides employers the tools and resources needed to conduct UI Tax and Benefit functions, including registration for SIDES E-Response.

#### Log In to UIConnect

Nebraska and Out of State Employers

Enter your 10 digit Employer Account Number and password.

Enter your Login ID and password.



#### Apply for a Nebraska Employer Account Number

If you employ one or more persons in Nebraska and you do not have a ten (10) digit Nebraska Employer Account Number, click on Apply to complete an application for an Unemployment Insurance Account Number.

#### Complete a Benefit Payment Audit

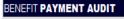
If you received a Benefit Payment Audit (Form BPC 270.08) in the mail, click on COMPLETE to register for a Login ID, sign into your account and submit the audit.

#### Important Links

NEW!!! Register for SIDES E-Response through Account Login. If already registered, submit employee separation information via SIDES E-Response here.

Report a new employee to the Nebraska State Directory of New Hires here. Report Unemployment Insurance Fraud here.

IEW ACCOUNTS





UICONNECT®

MESSAGE BOARD

UPDATE ACCOUNT

REPORT CENTER

RENEFIT CENTER

Message Board

#### BENEFIT CENTER:

- NEW!!! Register for SIDES E-Response
- Review Benefit Charges (Form UI-87A)
- Complete Request for Employer Separation Information
- Appeal a Benefit Claim
- · Complete Benefit Payment Audit

#### REPORT CENTER:

 File, Pay, Review, or Amend Quarterly Reports

#### UPDATE ACCOUNT:

- · Review Rate Information
- Notify Us of Changes to Your Account Information

Our records indicate that we have not received either a wage report or a tax report (or both) for the following period(s):

1st Quarter - 2014 ( No Combined Tax or Wage Report received )
2nd Quarter - 2014 ( No Combined Tax or Wage Report received )

Click below to go to the UICONNECT REPORT CENTER to file reports.

FILE REPORT

#### NEW!!! Register for SIDES E-Response

To receive email requests for employees separation information instead of paper forms, and to respond electronically to these requests, register for SIDES (State Information Data Exchange System).

To file quarterly reports, click on the "Report Center" tab at the top.

The Message Board provides

that are due and provides

to Nebraska employers.

information regarding the status

of quarterly reports and payments

information of interest or importance



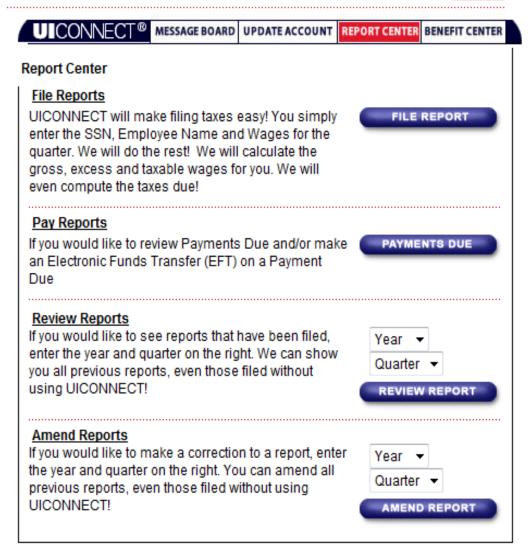
To continue the filing process,

click on the "File Report" button.

To review and/or make a payment, choose the "Payments Due" button.

The Review Reports button allows for review of all previously filed reports. Enter the year and quarter of the report to review.

To correct previously filed reports, use the "Amend Reports" feature.





TEST ACCOUNT FOR WEB

LOGOFF

Combined Tax/Wage Report: An easy way to file both reports. The system calculates the gross, excess and taxable wages and figures the taxes due.

# Zero Payroll:

A quick and easy way to report no payroll activity for the quarter.

# Tax Report Only:

Enter gross and excess wages and the system calculates the taxes due. To be filed with Wage Report Only.

# Wage Report Only:

A simple, convenient way to transfer wage detail. To be filed with Tax Report Only.



TEST ACCOUNT FOR WEB

MESSAGE BOARD UPDATE ACCOUNT REPORT CENTER

#### Submit Wage Report (UI 11W) for 4th Quarter - 2013

Please enter your employee wage information in the form provided below. Use the "Tab" key on your keyboard to move between fields (DO NOT USE THE "Enter" KEY). When you are finished, click the "Continue" button. We will display a running total of wages as you enter them (see below).

If you have previously filed with UICONNECT and want to reuse the SSN's and names from your previous report click "Auto Load SSN".

#### AUTO LOAD SSN

If you already have your wages and employee information in an electronic format, you can use our "File Transfer" feature that makes entering your company's information even easier!

#### **FILE TRANSFER**

Social Security (000000000)   Employee Name (0000000000)     123456789   Doe, John H   2356.00     987654321   Lincoln, Joe E   12536.50	
987654321 Lincoln, Joe E 12536.50	
CANCEL REPORT ENTER MORE WAGES CONTINU	JE

Enter the employee data on this screen as you would on the paper report;

OR

If a report was filed on UIConnect for the previous quarter, the "Auto Load SSN" feature will populate the report with the names and SSN's from the previous quarter. Simply enter the wage information;

OR

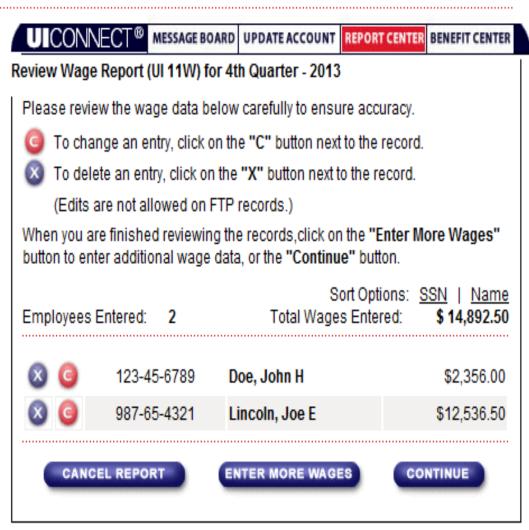
If you have wage and employee information in an electronic format, use the "File Transfer" feature that makes entering the company's information even easier.



Review Wage Report:
Allows review of wage
data that was entered to ensure
accuracy.

To change an entry, click on the "C" button next to the record.

To delete an entry, click on the "X" button next to the record.





The Tax Report has calculated the taxes due.

Simply enter the number of employees that worked for each month in the quarter.

MESSAGE BOARD U	PDATE ACCOUNT	REPORT CENTER	BENEFIT CENTER				
ax Report (UI 11T) for 4th Quarter - 2013							
For each month, please enter the total number of employees who worked or received pay for the payroll period which includes the 12th of the month. Please enter "0" if none.							
November December			nber				
2		2					
Here is your <b>Calculated Tax Report</b> . Please review to ensure accuracy. Click on the "Continue" button to proceed to the payment process.							
	_		\$14,892.50				
Excess Wages: \$12,536.							
Total Taxable Wages:							
Combined Tax Rate:							
Combined Tax For This Quarter: \$							
C	ontribution 97%	i.					
	SUIT 3%	i.					
Interest: \$6							
Penalties: \$25.0							
	n vous coos	١٠	60.00				
/ment (credits o	n your account		\$0.00				
	4th Quarter - 20 se enter the total ayroll period whi  Nov  2  ed Tax Report. I  con to proceed to  Com  ombined Tax Fo	Ath Quarter - 2013 se enter the total number of emayroll period which includes the November  2 ed Tax Report. Please review toon to proceed to the payment pay	Ath Quarter - 2013  se enter the total number of employees who sayroll period which includes the 12th of the management of the payment process.  Gross Wages: Excess Wages: Excess Wages: Combined Tax Rate: Contribution 97%: SUIT 3%: Interest:				



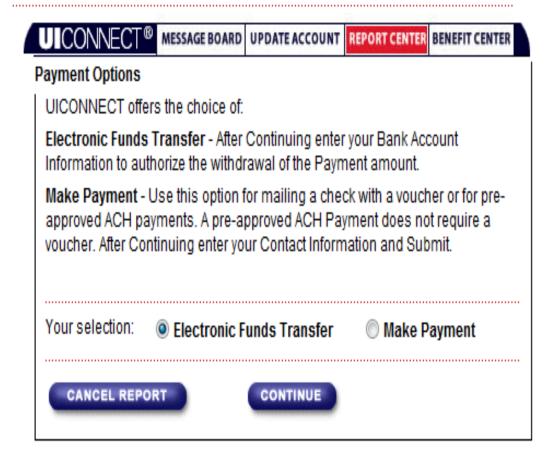
Pay for taxes electronically.
Choose the date the
payment will be withdrawn
from the account.

OR

Choose to "Make Payment" and mail in the payment.

## TEST ACCOUNT FOR WEB

LOGOFF





Electronic Funds Transfer will authorize the Nebraska Department of Labor to withdraw funds from this account.

If timely payment, choose a date for the amount to be credited to the account.

20	09 99	
JICONNECT® MESSAGE BOAR	UPDATE ACCOUNT REPORT CENTER BE	NEFIT CENTER
ectronic Funds Transfer 4th Qu	arter - 2013	
By Entering your Bank Routing N	mber, and Bank Account Number lumber and Bank Account Number nent of Labor to withdraw funds fron	
Bank Routing Number:	(See sample bel	ow)
Bank Account Number:	(See sample bel	ow)
Payment Date:	02/13/2014	
Select a	\$64.83 (Current Balance)	
Payment Amount:	S (Other Amount	i)
741104114	(e.g. 1000.25)	
Any unpaid amount will continu		
•	iness days to post to your bank acc eduled until this payment has clear	•
John and Jane Doe 123 West St Anywhere, USA 12345	NO. 325	. <del>.</del>
PAY TO THE ORDER OF	\$	
MEMO	SUBIT 3253	. <b>s</b>
This is your: This is y	your: This is your:	
Bank Routing Bank Ad Number Number		



After entering company contact information, and clicking on "Submit Report", confirmation information will appear.

A confirmation will also be sent to the email address provided.

UICONNECT®	MESSAGE BOARD	UPDATE ACCOL	INT REPORT CENTER	BENEFIT CENTER				
Contact Information								
Please enter your name, email address and contact phone in the boxes below, then submit report to receive your confirmation:								
Contact Name:	Jane I	Jane Doe						
Email Address:	jane.d	jane.doe@nebraska.gov						
Verify Email Address	jane.d	jane.doe@nebraska.gov						
Contact Phone:	402-12	402-123-4567						
CANCEL REPORT		<ul><li>Comple</li><li>Take yo</li></ul>	g 'Submit Report ete this Transacti ou to the Confirma u out of UIConnec	on ation Page				



Confirmation:

your records.

Print a copy of the report with

the confirmation number for

## Confirmation for 4th Quarter - 2013 WAGE AND TAX Report

Your confirmation number is 1118256.

Transaction Date and Time are: 02/13/2014 - 03:52 PM

Please print this page for your records.

Please click here for a printer friendly copy.

To print a voucher please click here.

Please note that in order to ensure the security and privacy of your company information, we have automatically ended this UICONNECT client. If you would like to submit another report, click here to go back to the UICONNECT home page and Log In.

Account and Payment Information

Employer Account Number: 0285551000

Federal ID:

Company Name: TEST ACCOUNT FOR WEB

Contact Name: Jane Doe

Email Address: jane.doe@nebraska.gov

Payment Type: MAKE PAYMENT

Total Paid: \$0.00

Calculated Tax Report

Employee Count: October: 2 November: 2 December: 2

Gross Wages: \$14,892.50 Excess Wages: \$12,536.50 Total Taxable Wages: \$2,356.00



Voucher Payment:
Print the voucher and mail
with the payment.

#### PRINT AND SEND THIS VOUCHER ONLY WHEN MAILING A CHECK



# Voucher Payment for 4th Quarter - 2013

Please click on the "Print Voucher" button below and follow the directions on the printed voucher.

### PRINT VOUCHER

When you have finished printing - click on the "Done" button at the bottom of the page to close the window

Company Name: TEST ACCOUNT FOR WEB Acct #: 0285551000

DBA: YR/QTR: 134

Contact Name: Jane Doe Combined Rate: 1.68%
Contact Email: jane.doe@nebraska.gov Amount Due: \$64.83
Contact Phone: 402-123-4567 Confirmation #: 1118256

Send check for **\$64.83** payable to **Nebr. UC Fund** to the following State of Nebraska address:

NEBRASKA DEPARTMENT OF LABOR UNEMPLOYMENT INSURANCE

P.O. Box 94600

Lincoln, NE 68509-4600



**Benefit Center:** 

Register or Update SIDES E-Response **Review Benefit Charges** Respond to Paper Request for **Separation Information** File an Appeal Complete UI Benefit Payment Audit Review/Print Submitted UI Benefit Payment Audit

# UICONNECT®

MESSAGE BOARD UPDATE ACCOUNT REPORT CENTER BENEFIT CENTE

#### Benefit Center

#### **NEW!!!** Register or Update SIDES E-Response

To receive email requests for employee separation information instead of paper forms. and to respond electronically to these requests, register for SIDES (State Information Data Exchange System). You can also update your SIDES E-Response email here.

**SIDES E-Response** 

#### Review Benefit Charges (Form UI-87A)

If you would like to review benefits charged to your account, select the year and quarter to the right. Benefit charges are updated the 10th day after the end of the calendar quarter.



#### Respond to Paper Request for Separation Information (Form UI-350)

To complete separation information for a former employee, click the button on the right. Submit by Midnight Central Time on the due date shown on the Request for Separation Information that was mailed to you.

FILE UI-360

#### File Appeal

To appeal the determination of benefit eligibility or benefit charges to your account, click the button on the right. Appeals must be filed within 20 days of the mail date on the Notice of Adjudicator's Determination, Submit by Midnight Central Time of the due date.

#### Complete UI Benefit Payment Audit

To complete the UI Benefit Payment Audit, click the button on the right. Failure to complete this information may result in an in-person investigation by an agency representative.

COMPLETE AUDIT

#### Submitted UI Benefit Payment Audit

To review or print submitted UI Benefit Payment Audits click the button on the right.